

**CITY OF TORRANCE, CALIFORNIA
NOTICE INVITING REQUEST FOR PROPOSALS (RFP)**

Notice is hereby given that sealed proposals will be received in the office of the City Clerk, City Hall, 3031 Torrance Boulevard, Torrance, CA, until **2:00 p.m. on Thursday, October 27, 2011**, and will be opened and publicly read aloud at 2:15 p.m. on the same date in the Council Chambers, Torrance City Hall. You are invited to be present at the opening of proposals. An original and two (2) printed copies of each proposal must be submitted in a sealed envelope and clearly marked:

**“Site Planning and Design of the Torrance Transit Park and Ride Regional
Terminal RFP B2011-43.”**

RFP Submittal Information are available for viewing and printing by prospective firms on the City's website at <http://www.torranceca.gov/23404.htm>

An official Information Packet may be obtained at the Office of the City Clerk (310) 618-2870, City Hall, 3031 Torrance Boulevard, Torrance, California upon payment of \$10 if picked up at City Hall or \$15 if requested by mail. Both amounts include tax. Neither amount is refundable. A prospective firm must provide the firm's name, address, telephone and fax numbers, a contact person and a valid email address. Addenda will be issued only by email and only to those that provide the required information to the City Clerk. All addenda must be attached to the proposal. Failure to attach any addendum may render the proposal non-responsive and cause it to be rejected.

If requesting any item(s) by mail, please send check to the following:

**CITY OF TORRANCE
OFFICE OF THE CITY CLERK
3031 TORRANCE BLVD
TORRANCE, CA 90509
ATTN: RFP B2011-43**

The City Council reserves the right to reject any and all proposals received, to take all proposals under advisement for a period not to exceed ninety (90) days after the date of the opening, to waive any informality on any proposal, and to be the sole judge of the relative merits of the material and or service mentioned in the respective proposals received. The City reserves the right to reject any proposal not accompanied with all data or information required.

This Request for Proposals does not commit the City to award a contract or to pay any cost incurred in the preparation of a proposal. All responses to this RFP document become the property of the City of Torrance.

For further information, contact Ted Semaan at (310) 781-6900 in the Public Works Department.